Purpose: To outline how to use Fusion for equipment check out at Pound Hall

Scope: Facility Managers

Policy OR Procedure

I. USING FUSION
   a. Login to Fusion on the Pound Hall desk computer
   b. Scan the UGA ID of the individual wanting to use equipment for checkout
   c. Select “Equipment”
   d. Items for check out include:
      i. Basketballs
      ii. Volleyballs
   e. AED/First Aid Kit
   f. Select item to be checked out
   g. Item should now be assigned to the individual